

ENGINEERING DIRECTIVES AND STANDARDS

Volume : I Effective Date :
Chapter : 1 Revision Date : 12/22/2006
Section : 1 Subject : **PROJECT DELIVERY FEEDBACK LOOP BETWEEN DISTRICTS AND HEADQUARTERS**

Directive : 25

1. PURPOSE:

This directive establishes a proactive feedback loop between the DOTD District offices and the Headquarters Engineering Sections. The intent is to foster communication to address needs, correct details, assess guidelines, and/or to address any other aspect of project delivery that will result in improved plan quality and project delivery, as well as increase efficiency in the Department's operations. This process is documented in the **DOTD Project Delivery Manual** (Chapter 10: Stage 6 Standard Operating Procedure).

2. POLICY:

Once per year, the District Administrators, in conjunction with the Engineers over District Design, Traffic, Maintenance and Construction, will submit to the Deputy Chief Engineer an agenda of discussion points. The subject of the agenda is a review of the previous year's projects to identify areas of concern, recurring problems/issues, and/or ideas to improve quality, effectiveness, and efficiency. The Office of the Chief Engineer will schedule the meeting with appropriate Headquarters Section Heads and their staff members. The meetings will be scheduled in the first quarter of each calendar year.

3. OTHER ISSUANCES AFFECTED:

All other directives, memoranda or instructions issued heretofore in conflict with this directive are hereby rescinded.

4. EFFECTIVE DATE:

This policy will become effective on January 1, 2007.

WILLIAM H. TEMPLE
CHIEF ENGINEER